

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

January 28, 2021

PRESENT: Randy Johnson, Bev Bartlett, Deborah Lundberg, Mary Derginer, Megan Borchardt, Dennis Rader, Eileen Littig, Tom Diedrick, Bob Johnson, Amy Payne, Pat Lassila, Mary Johnson

EXCUSED:

ABSENT:

ALSO PRESENT: Devon Christianson, Christel Giesen, Kristin Willems, John Holzer, Barb Michaels, Mary Schlautman, Robin VanRemortel, Steph Mommaerts, Kimberly Gould, Nick Musson, Allyson Crass

The meeting was called to order by Chairperson, Johnson at 8:30 a.m.

PLEDGE OF ALLEGIANCE:

INTRODUCTIONS:

ADOPTIONS OF AGENDA:

APPROVAL OF MINUTES OF REGULAR MEETING OF December 17, 2020:

Ms. Littig/Ms. Lundberg moved to approve the minutes for the December 17, 2020 Meeting. **MOTION CARRIED with no negative vote.**

COMMENTS FROM THE PUBLIC:

FINANCE REPORT:

REVIEW AND APPROVAL OF PRELIMINARY END OF DECEMBER 2020 FINANCE REPORT:

Ms. VanRemortel referred to the December 2020 Financial Highlights and ADRC/Grouped Café Summary Report to demonstrate the preliminary expenses and revenues for 2020 for the ADRC and Grouped Café.

Ms. Bartlett/Ms. Johnson moved to receive the preliminary 2020 preliminary year-end finance report and place on file. **MOTION CARRIED with no negative vote.**

REVIEW OF DONOR DESIGNATED DONATIONS:

Ms. VanRemortel referred to the Donor Directed Donations handout to highlight the donor directed donations and expenses for 2020.

Supervisor Borchardt left meeting at 9:15 a.m

VACCINE IMPACT DISCUSSION:

Ms. Christianson presented a power point of the impact of vaccine availability. She explained that the ADRC was listed by Public Health in 1A category and therefore staff receive 1st priority access to vaccine for Covid-19. Ms. Christianson shared that with this privilege comes responsibility. Ms. Christianson recommends moving to Phase 2 in The ADRC Phase-In plan once enough staff have received both rounds of vaccine and recommended waiting time after vaccination has passed. The number of staff needed to receive vaccine in order to meet with customers and minimize exposure, will be determined by ADRC leadership. Chairman Johnson supported this request but voiced that the board retains the ability if approved to move to Phase 2, to decide if there is a need to move back to previous phases.

DIRECTORS REPORT:

A. AGING PLAN COMING 2022-2024:

Ms. Christianson explained that planning for the next 3-year Aging Plan is underway. Ms. Christianson explained timelines and requirements surrounding the goals as provided by GWAAR. Ms. Christianson shared that input from the community is a requirement and asked the board to participate by interviewing at least 3 people in their circle of influence, participate by

helping connect the ADRC with groups/organizations/clubs in which board members belong in order to hold focus group discussions in the community. Staff will support board members through this process. The first draft of the plan is due in July of 2021 with final SMART goals and plan due in November of 2021.

B. GIVE BIG GREEN BAY:

Ms. Christianson shared that the ADRC was chosen to participate in "Give Big Green Bay" event on February 16 & 17, 2021. Ms. Christianson introduced Stephanie Mommaerts, ADRC Design & Communications Specialist. Ms. Mommaerts shared many initiatives the ADRC has underway in order to get the word out in the community and shared how the Board of Directors could participate and get involved through social media.

C. FLU VACCINE CAMPAIGN:

Ms. Christianson shared that through WIHA the ADRC has participated in a campaign to promote the importance of flu vaccinations. This will go through April 2021. Ms. Christianson gave examples of steps taken to promote this in the community including holding a press conference with Public Health and County Executive, Troy Streckenbach.

D. PHASE-IN PLAN EXCEPTION FOR PROGRAM ACCESS OR VOLUNTEERS:

Ms. Christianson asked that Phase 2 of the Phase-In Plan include volunteers entering the ADRC on case by case basis as determined by ADRC leadership. Additional discussion ensued. Chairperson Johnson asked that Ms. Christianson add this to February Board Meeting agenda and bring additional clarity and detail for this request.

Mr. Diedrick/Ms. Payne moved to approve moving to Phase 2 of the Phase-In plan when ADRC leadership feels that a safe environment has been created through staff vaccinations. Staff can meet with customers by appointment both in the office and in their homes as preferred by customer. **MOTION CARRIED with no negative vote**

STAFF REPORT: JOHN HOLZER FACILITIES COORDINATOR:

Mr. Holzer shared that Covid-19 pandemic safety was a priority for most of 2020 for facilities and maintenance.

- Lockdown and cleaning
- Purchasing PPE including masks and sneeze guards and hand sanitizer
- Moving Home-Delivered meal operation from 331 to 300 S Adams
- Disinfecting offices with staff exits and returns due to exposures
- Loan closet closure

Mr. Holzer also shared that some initiatives were able to be accomplished with the absence of customers and staff in the building including:

- Installation of LED lighting/fixtures
- Fixed drainage issue
- Increase in community service donations

Mr. Holzer explained goals for 2021 include:

- Phase 2 of ADRC remodel
- Additional LED upgrades
- Carpet upgrades
- Central Kitchen planning
- Updates to 331 building

LEGISLATIVE UPDATES:

ANNOUNCEMENTS:

NEXT MEETING– WebEx February 25, 2021 at 8:30 AM.

ADJOURN:

Mr. Rader/Ms. Lundberg moved to adjourn the meeting. **MOTION CARRIED with no negative vote.**

The meeting adjourned at 10:31 a.m.

Respectfully Submitted,
Kristin Willems,
Admin & Communication Coordinator